COVER SHEET				
Expenditures eligible to be included in the Total Direct Costs are outlined in the following Authorized Direct Costs List				
	Authorized direct costs are for time or use in Maryland. Goods and Services must be provided by a qualified vendor.			
This	list is provided for guidance and is subject to interpretation and change by the Department at any time.			
	onal guidelines regarding authorized direct costs are:			
1	ALL goods and services must be provided by a qualified vendor. A qualified vendor is a vendor that (1) Is qualified to do business in the State and, if applicable, registered and in good standing with the State's Department of Assessments and Taxation; (2) Maintains a physical location in the State from which employees of the vendor are based; (3) Provides good and services to the Theatrical Produciton entity which are provided in the vendor's historic ordinary course of business; and, (4) The goods and services provided by the vendor to the Theatrical Produciton entity are generated from the vendor's physical location in the State, unless generated from an on-line order. Goods or services which are specialized or technical in nature and are not reasonably available from a qualified vendor may be provided by a non-qualified vendor with the prior approval of the Department. This requirement must be met if the goods and/or services are bought and/or rented directly by the production company or through another entity. >> To request an exception, submit a Due Diligence Form for Use of a Non-Qualified Vendor			
2	The total direct costs may not include any salary, wages or "other compensation" of an individual who receives more than \$100,000 for personal services in connection with the Theatrical Produciton activity. Compensation includes any payments of wages and/or benefits made to the individual whether paid directly to the individual through cash or a payroll company OR paid to the individual as a loan out or personal services corporation. "Other compensation" includes employer fringes and payments made directly to the employee (i.e., per diem, housing allowance, travel allowance, meal allowance, car allowance, cell phone allowance, kit/box rental, relocation fees, etc.). Salary, wages and "other compensation" are included in calculating the \$100,000 threshold. If that \$100,000 threshold is reached, then no costs, including the "other compensation," qualify. In addition, the \$100,000 in salary, wages or "other compensation" is for the length of the production activity (prep, pre-production, principal, post); not just for time in Maryland.			
3	The total direct costs may not include any salary, wages or "other compensation" for writers, theater/stage or producers, which are defined as crew members whose credited position contains either writer, director or producer in the title. Those positions include, but are not limited to, theatre/stage, Executive Producers, Associate Producers, etc. For crew members whose credited position is a strictly technical role, such as Lighting Director, Casting Director, Art Director, and assistants whose credited position contains writer, director or producer in the title, their wages, salary and other compensation are eligible direct costs. "Other compensation" includes employer fringes and payments made directly to the employee (i.e., per diem, housing allowance, travel allowance, meal allowance, car allowance, cell phone allowance, kit/box rental, relocation fees, etc.).			
4	Direct costs must be PRO-RATED based upon the time personnel or materials were IN Maryland and working or used in connection with the Theatrical Produciton activity. Insurance premiums, and the like, will be considered as direct costs for the portion allocable to the time spent in Maryland.			
	COVER SHEET			
5	The total direct costs must be reasonable and negotiated at arms-length.			
6	Only direct costs directly incurred by the Theatrical Produciton entity will qualify.			
7	Direct costs may only be attributed to the Theatrical Produciton activity once.			
8	Direct costs must be the NET cost of the goods or services, i.e., security deposits must be netted out, etc.			
9	For all materials or goods with an initial cost greater than \$1,000, the direct cost will be the initial cost of the material or good less its value or resale upon completion of the Theatrical Produciton activity in the State.			
10	Only travel expenses INTO Maryland are authorized as a direct cost. Thus, the end point of that leg of travel must be in Maryland. The cost of round trip fares into Maryland would be divided in half.			
11	Either a relocation fee OR housing is authorized as a direct cost, not both.			
12	The total direct costs may not include costs for Entertainment, Gifts or Gratuities or any costs coded as such.			
13	The total direct costs may not include costs for the purchase of vehicles, or other items, which are used primarily for personal use.			
14	The total direct costs may not include costs for any materials, goods or services that have been recouped by any insurance policies.			
15	The total direct costs may not include costs for taxes and fees paid to other jurisdictions, including the Federal Government.			
16	The total direct costs may not include costs for penalities, fines, overages or similar costs.			
	August 2022			

with Writers Story Editor / Consultants Assistants Secretaries Office Rental Research Script Timing	n the Theatrica YES	e than \$100,000 per week for personal services (including per diems) in connection I Produciton do not qualify.
Script Printing / Duplication Materials & Supplies Clearances Script Publication Fee / WGA Box / Kit Rentals Cell Phones / Allowance Car Allowance / Mileage Car Rentals Ground Transportation / Car Service / Taxis	YES YES NO NO YES	INTO or within Maryland ONLY
Working Meals Entertainment Fringes PRODUCER & STAFF All salary, wages and "other compensation" of individuals where the state of t	NO no receive more the Theatrica YES YES YES	See FRINGE BENEFITS (ATL) Category e than \$100,000 per week for personal services (including per diems) in connection I Produciton do not qualify.
Producers Associate Producers General Manager Production Manager Technical Director Assistants Secretaries Office Rental Trailer Rental	YES	
Supplies / Purchases / Rentals Box / Kit Rental Cell Phones / Allowance Car Allowance / Mileage Car Rental Ground Transportation / Car Service / Taxis Working Meals Producer Overhead Charge	YES YES YES YES YES YES YES YES NO	INTO or within Maryland ONLY
Crew & Cast Gifts Entertainment Fringes DIRECTOR & STAFF All salary, wages and "other compensation" of individuals where with Director Second Unit Director	no receive more the Theatrica	See FRINGE BENEFITS (ATL) Category e than \$100,000 per week for personal services (including per diems) in connection I Produciton do not qualify.
Dialogue Coach Intimacy Director Choreographer Vocal Coach Associates Assistants Secretaries Director Office Rentals	YES	
Trailer Rental Supplies / Purchases / Rentals Box / Kit Rentals Cell Phones / Allowance Car Allowance / Mileage Car Rentals Ground Transportation / Car Service / Taxis Working Meals Entertainment Allowance	YES	INTO or within Maryland ONLY
MANAGEMENT All salary, wages and "other compensation" of individuals where with the company Manager Stage Manager Associates	no receive mor n the Theatrica YES YES YES	See FRINGE BENEFITS (ATL) Category e than \$100,000 per week for personal services (including per diems) in connection I Produciton do not qualify.
Assistants Trailer Rental Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Working Meals Residuals Gifts	YES YES YES YES YES YES YES NO NO	INTO or within Maryland ONLY
with Principal Cast Supporting Cast Principal Cast Personal Assistants	n the Theatrica YES YES YES YES	See FRINGE BENEFITS (ATL) Category e than \$100,000 per week for personal services (including per diems) in connection I Produciton do not qualify.
Principal Cast Expenses Teacher / Welfare Worker / Tutor Child Wranglers Stunt Coordinator Stunt Players Stunt Equipment / Supplies / Purchases / Rentals Casting Director Casting Assistants	YES	
Casting Office Expenses Trailer Rental Wardrobe Allowance Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Working Meals Residuals	YES	INTO or within Maryland ONLY
Gifts Entertainment Allowance Fringes TRAVEL & LIVING (ATL) Travel Ground Transportation / Car Service / Taxis	YES YES	See FRINGE BENEFITS (ATL) Category INTO or within Maryland ONLY INTO or within Maryland ONLY
Travel Agent Fees Travel Day Salaries Luggage / Baggage Fees Living Allow's / Housing / Hotels OR Relocation Fee Meal Allowances / Meals Per Diems FRINGE BENEFITS (ATL)	YES YES YES YES YES YES YES	
Health & Welfare, Pension Plan, Vacation, Holiday Workers Compensation State Unemployment Insurance Federal & State Income Taxes FICA, FICA2, FUI, FUTA Local Hire Fringes Payroll Handling Fees Union Dues	YES YES YES YES YES YES NO NO	
Residuals Retroactive Pay Deferred / Leveraged / Profit Participation Costs PRODUCTION STAFF	NO NO NO PRO	ODUCTION ore than \$100,000 per week for personal services in connection with the Theatrical
Production Manager Production Supervisor Tech Advisors / Consultants / Interpreters Production Coordinator Asst Production Coordinator Production Assistants Production Accountant Assistant Production Accountants	YES	on do not qualify.
Payroll Accountant Payroll Services Payroll Handling Fees Purchases / Rentals Box / Kit Rentals Cell Phones / Allowance Car Allowance / Mileage Car Rentals Ground Transportation / Car Service / Taxis	YES YES NO YES YES YES YES YES YES YES YES YES	INTO or within Maryland ONLY
Ground Transportation / Car Service / Taxis Working Meals Fringes MUSIC DEPARTMENT Copyists Arrangers Music Producer	YES YES YES YES YES	INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category
Conductor Musicians Musical Director/Supervisior Orchestrator Music Producer Keyboard Programmer Dance Music Arranger Music Instruments Payroll Handling Fee	YES	
Payroll Handling Fee Extras Purchases / Rentals Telephone / Office Fringes ART DEPARTMENT Puppet/Illusion Designer	NO YES YES	See FRINGE BENEFITS (BTL) Category
Puppet/Illusion Designer Puppetters Illusion Specialists Purchases & Supplies Processing Research Materials Equipment Rentals Misc. Expenses Box / Kit Rentals	YES	
Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Loss & Damage / Liability Fringes SET CONSTRUCTION	YES YES YES YES NO	INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category
Steward Stage Labor Stage Set Construction Materials Purchase / Rental Stage Set Striking Labor Stage Set Striking Materials Purchase / Rental Set Restoration / Storage Fold & Hold Sets Backings Rental / Purchase Scissors Lifts / Forklifts	YES	
Scissors Lifts / Forklifts Lighting Platforms Scaffolding Rentals Trash Removal Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Construction Expendables	YES	INTO or within Maryland ONLY
Loss & Damage / Liability Fringes SPECIAL & VISUAL EFFECTS Special/Visual Effects Designers Special/Visual Effects Coordinator Special/Visual Effects Assistants	YES YES YES	See FRINGE BENEFITS (BTL) Category
Special/Visual Efffects Labor Manufacturing Labor & Materials Purchases Equipment Rentals Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Loss & Damage / Liability	YES	INTO or within Maryland ONLY
SET OPERATIONS Set Watch / Fireman First Aid Services, Materials Medics Heating / Air Conditioning	YES YES YES YES	See FRINGE BENEFITS (BTL) Category ON SET ONLY
Purchases Additional Equipment Lumber Rentals Truck Package Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis	YES	INTO or within Maryland ONLY
Loss & Damage / Liability Fringes ELECTRICAL Lighting Designers Lighting Assistant & Technicians Moving Light Programmers	YES YES YES	See FRINGE BENEFITS (BTL) Category
Video/Projection Designers Video/Projection Programers Special Equipment Operator Electricians Electric Package Stage Package Rigging Package Cable Package Additional Equipment	YES	
Additional Equipment Specialty Lighting Generator Rentals Electric Hookup Purchases Expendables, Gels, Etc. Globes & Carbons Rentals Box / Kit Rentals Cell Phones / Allowance	YES	
Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Loss & Damage / Liability Fringes SET DRESSING Set Decorator	YES YES YES NO	INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category
Set Dressing Labor Set Dress Purchase & Materials Manufacturing / Materials Drapery / Carpet Cleaning Fixtures Rentals - All Sets Research	YES	
Expendables Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Loss & Damage / Liability Fringes PROPS	YES YES YES YES YES NO	INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category
Propmaster Assistant Propmaster & Labor Weapons Handler Manufacturing Labor / Materials Purchases & Rentals Research Expendables	YES YES YES YES YES YES YES YES YES	
Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Loss & Damage / Liability Fringes ANIMALS	YES YES YES YES NO	INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category
Animals Trainer Expenses Wranglers, Handlers Feeding & Stabling Animal Purchases / Rentals Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage	YES	
Ground Transportation / Car Service / Taxis Loss & Damage / Liability Fringes Costume Designer	YES NO YES	INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category ARDROBE
Designer Staff Wardrobe Labor Costumers & Assistants Cleaning & Dying Alterations & Repairs Allowance (for use of personal wardrobe) Purchases & Rentals Research Expendables	YES	
Washing Machine & Dryer Shop Set Up Misc. Expenses Wardrobe Rentals Box / Kit Rental Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis	YES	INTO or within Maryland ONLY
Loss & Damage / Liability Fringes MAKEUP & HAIRDRESSING Makeup/Hair Designer Key Makeup Artists Key Hairstylist Additional Makeup	YES YES YES YES	See FRINGE BENEFITS (BTL) Category
Additional Hairstylist Body Makeup Artist Makeup Purchases / Supplies Hairdressing Purchases / Supplies Makeup Rentals Hairdressing Rentals Chair Rental Wigs Purchase / Rentals	YES	
Wigs Purchase / Rentals Special FX Makeup / Prosthetics Appliances Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Loss & Damage / Liability Fringes	YES YES YES YES YES YES YES YES NO	INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category
PRODUCTION SOUND Sound Designer Mixer Additional Labor Sound Sound Package Additional Equipment Walkie Talkies	YES YES YES YES YES YES YES	
Purchases Rentals Perishables Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Loss & Damage / Liability	YES	INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category
PRODUCTION EXPENSES Set Security Locations Purchases / Rentals Caterers / Catered Meals Catering Labor Office Rentals / Expenses / Utilities	YES YES YES YES YES YES	See FRINGE BENEFITS (BTL) Category
Office Supplies Office Equipment Office Equipment Rentals Telephone Charges Cell Phone Allowance / Charges Shipping / Fed Ex / Mailing Expenses Baggage / Equipment Shipping Mileage	YES	INTO or within Maryland ONLY INTO or within Maryland ONLY
Parking Cleaning	YES	
Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals	YES	
Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability TRAVEL & LIVING (BTL)	YES YES YES YES YES YES NO YES YES YES YES YES NO NO NO	INTO or within Maryland ONLY
Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability TRAVEL & LIVING (BTL) Travel Ground Transportation / Car Service / Taxis Travel Agent Fees Travel Day Salaries Luggage / Baggage Fees Living Allow's / Housing / Hotels / Relocation Fee Meal Allowances / Meals	YES YES YES YES YES YES NO YES YES YES YES YES YES YES NO	INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or w/in MD ONLY
Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability TRAVEL & LIVING (BTL) Travel Ground Transportation / Car Service / Taxis Travel Agent Fees Travel Day Salaries Luggage / Baggage Fees Living Allow's / Housing / Hotels / Relocation Fee Meal Allowances / Meals Per Diems TRANSPORTATION Transportation Coordinator Drivers Trucks & Vehicles Gas & Oil Genny Gas & Oil Maintenance / Repairs	YES YES YES YES YES YES NO YES	INTO or within Maryland ONLY INTO or within Maryland ONLY
Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability TRAVEL & LIVING (BTL) Travel Ground Transportation / Car Service / Taxis Travel Agent Fees Travel Day Salaries Luggage / Baggage Fees Living Allow's / Housing / Hotels / Relocation Fee Meal Allowances / Meals Per Diems TRANSPORTATION Transportation Coordinator Drivers Trucks & Vehicles Gas & Oil Genny Gas & Oil Maintenance / Repairs Car Wash Parking Traffic & Parking Tickets / Towing Tolls / Road Permits Tolls / Road Permits Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage	YES	INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or w/in MD ONLY If not covered by insurance Maryland only
Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability TRAVEL & LIVING (BTL) Travel Ground Transportation / Car Service / Taxis Travel Agent Fees Travel Agent Fees Travel Day Salaries Luggage / Baggage Fees Living Allow's / Housing / Hotels / Relocation Fee Meal Allowances / Meals Per Diems TRANSPORTATION Transportation Coordinator Drivers Trucks & Vehicles Gas & Oil Genny Gas & Oil Maintenance / Repairs Car Wash Parking Traffic & Parking Tickets / Towing Tolls / Road Permits Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance Ground Transportation / Car Service / Taxis Driver Maal Allowances Loss & Damage / Liability Fringes THEATER EXPENSES Theater Rental	YES	INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or w/in MD ONLY If not covered by insurance
Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability TRAVEL & LIVING (BTL) Travel Ground Transportation / Car Service / Taxis Travel Agent Fees Travel Agent Fees Travel Allowances / Meals Per Diems TRANSPORTATION Transportation Coordinator Drivers Trucks & Vehicles Gas & Oil Maintenance / Repairs Car Wash Parking Traffic & Parking Tickets / Towing Tolls / Road Permits Tolls / Roa	YES	INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or w/in MD ONLY If not covered by insurance Maryland only INTO or within Maryland ONLY
Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals Cell Phones / Allowance / Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability TRAVEL & LIVING (BTL) Travel Ground Transportation / Car Service / Taxis Travel Agent Fees Travel Day Salaries Luggage / Baggage Fees Living Allowances / Meals Per Diems TRANSPORTATION Transportation Coordinator Drivers Trucks & Vehicles Gas & Oil Genny Gas & Oil Maintenance / Repairs Car Wash Parking Traffic & Parking Tickets / Towing Tolls / Road Permits Tolls / Road Permits Box / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Driver Meal Allowance Loss & Damage / Liability Fringes THEATER EXPENSES Theater Ley Licensing Agreement Theater Telephone Theater Security Theater Personnel Charges Messengers Postage Shipping Prep / Strike Power Dressing Room Rental Crew Parking Driversers, Cleaning IT Services	YES	INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or win MD ONLY Into or win MD ONLY If not covered by insurance Maryland only INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category
Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Traffic & Parking Tickets / Towing BOX / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability TRAVEL & LIVING (BTL) Travel Ground Transportation / Car Service / Taxis Travel Agent Fees Travel Day Salaries Luggage / Baggage Fees Living Allows / Housing / Hotels / Relocation Fee Meal Allowances / Meals Per Diems TRANSPORTATION Transportation Coordinator Drivers Trucks & Vehicles Gas & Oil Genny Gas & Oil Maintenance / Repairs Car Wash Parking Traffic & Parking Tickets / Towing Tolls / Road Permits Tolls / Road Permits Tolls / Road Permits Tolls / Road Permits Dos X / Kit Rentals Cell Phones / Allowance Car Rentals / Allowance / Mileage Ground Transportation / Car Service / Taxis Driver Meal Allowances Loss & Damage / Liability Fringes THEATER EXPENSES Theater Restoration Other Studio Facilities / Charges Theater lephone Theater Festoration Other Studio Facilities / Charges Theater Personnel Charges Messengers Poestage Shipping Prep / Strike Power Poresing Room Rental Crew Parking Dumpsters, Cleaning IT Services IT Services Box / Kit Rentals Cell Phones / Allowance Car Rental / Theater Plephone Theater Security Theater Restoration Other Studio Facilities / Charges Theater Includes Power / Security Theater Pressonnel Charges Messengers Poestage Shipping Prep / Strike Power Power Power Power Power Room Rental Crew Parking Dumpsters, Cleaning IT Services Box / Kit Rentals Cell Phones / Allowance Car Penenses / Rentals Misc Expenses Box / Kit Rentals Cell Phones / Allowance Car Penense / Allowance / Mileage Ground Transportation / Car Service / Taxis Loss & Damage / Liability Fringes	YES	INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or win MD ONLY If not covered by insurance Maryland only INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category INTO or within Maryland ONLY
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Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals Cell Phones / Allowance / Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability TRAVEL & LIVING (BTL) Travel Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability TRAVEL & LIVING (BTL) Travel Ground Transportation / Car Service / Taxis Travel Agent Fees Travel Day Salaries Lugaga / Bagage Fees Luing Allow's / Housing / Hotels / Relocation Fee Meal Allowances / Meals Per Diems TRANSPORTATION Transportation Coordinator Drivers Trucks & Vehicles Gas & Oil Genny Gas & Oil Maintenance / Repairs Carl Wash Parking Toils / Road Permits T	YES	INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or within MD ONLY If not covered by insurance Maryland only INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category INTO or within Maryland ONLY
Trash Bins / Trash Removals Set Dec / Props Warehouse Construction Mill Times Mill Misc. Expenses Misc.	YES	INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or within Maryland ONLY If not covered by insurance Maryland only INTO or within Maryland ONLY
Trash Bins / Trash Removals Set Dec / Props Warehouse Construction Mill Tr Services Misc. Expenses Traffic & Parking Tickets / Towing Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals Cell Phones / Allowance Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratuities Loss & Damage / Liability Travel Ground Transportation / Car Service / Taxis Travel Agent Fees Travel Day Salaries Lungage / Bagagae Fees Living Allow's / Housing / Hotels / Relocation Fee Medal Allowances / Meals Per Diems TRANSPORTATION Transportation Coordinator Drivers Gravel Agent Fees Travel Agent Fees Trav	YES	INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or within Maryland ONLY If not covered by insurance Maryland only INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category INTO or within Maryland ONLY INTO OR within Mar
Trash Bins / Trash Removal Set Dec / Props Warehouse Construction Mill IT Services Misc. Expenses Misc. Expenses Misc. Expenses Traffic & Parking Tickets / Towing Box / Kit Rentals Cell Priones / Allowance / Mileage Ground Transportation / Car Service / Taxis Entertainment / Gratulties Loss & Damage / Liability Travel Ground Transportation / Car Service / Taxis Travel Algent Fees Travel Day Salaries Luggage / Baggage Fees Luggage / Baggage Fees Luggage / Housing / Hotels / Relocation Fee Meal Allowances / Meals Per Diems TRANSPORTATION Transportation Coordinator Drivers Trucks & Vehicles Gas & Oil Maintenance / Repairs Car Wash Parking Traffic & Parking Tickets / Towing Toils / Road Permits Toils / Toad Permits Toils / Road Permits	YES	INTO or within Maryland ONLY INTO or within Maryland ONLY INTO or within Maryland ONLY If not covered by insurance Maryland only INTO or within Maryland ONLY See FRINGE BENEFITS (BTL) Category INTO or within Maryland ONLY
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Trash Bins/ Trash Removal Set Dec / Prop Warehouse Construction Mill IT Services Misc. Expenses Gradinal Misc. Misc. Misc. Gar Bentals / Allowance / Misc. Ground Transportation / Car Service / Taxis Travel Agent Fees Travel Day Salaries Luggager Beggage Fees Luggager Pesgage Fees Luggager Misc.	YES	INTO or within Maryland ONLY INTO Maryland Only In Maryl

CONTINGENCY

COMPLETION BOND

YES

YES

Portion allocable to time in Maryland

If used for qualified direct costs

Authorized direct costs are for time or use in Maryland and must be PRO-RATED. Goods and services must be provided by a qualified vendor (see Cover Sheet #1).